

**MEMORANDUM OF AGREEMENT
BETWEEN THE
DEFENSE REUTILIZATION AND MARKETING OFFICE**

AND THE

(GENERATING ACTIVITY)

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1. This Memorandum of Agreement (MOA) made on this ____ day of _____, 200_, between the above named agencies is to provide for the establishment of a cooperation agreement for funding of hazardous material disposal.
2. *Authority: DoD 4160.21-M, Defense Materiel Disposition Manual, Chapter 10, paragraph B.1.k. (Note: DoD 4160.21-M can be accessed at: <http://www.dtic.mil/whs/directives>.)*
3. Definitions:
 - a. Funded DTID means a Disposal Turn-in Document (DD Form 1348-1/1A) with:
 - (1) Valid MILSBILLS Fund Code in cc 52-53.
 - (2) Valid Billing DODAAC in Block 12.
 - (3) Appropriate CLIN from Disposal Contract in Block FF.
 - (4) Total Cost of Disposal in Block GG.
 - b. Funding of Hazardous Material Disposal means charges for hazardous material accepted by the Defense Reutilization and Marketing Service (DRMS) shall be equal to the disposal costs specified in the applicable agreement with the commercial contractor performing the disposal effort. However, as an exception to previous guidance, turn-in activities shall not be charged for those items for which disposal costs are not normally incurred.
 - c. RTDS means any line item issued to DoD, Federal Agencies, Donees, or Sold to the public.
4. Purpose: The purpose of this MOA is to establish policies, principles, and procedures under which the DRMO and the generating activity will cooperate in implementing the funding procedures for the disposal of hazardous property.

5. General Provisions: The parties to this MOA agree to the following:

a. The DRMO will:

(1) Provide the generating activity a copy of all DTIDs that have survived RTDS, to serve as notification of the requirement to convert the original source document to a funded DTID.

(2) Share information on any new policies or procedures concerning funding of hazardous material.

(3) Respond to any funding issue or questions asked by the generating activity. DRMO point of contact is _____ or _____.

b. The generating activity will:

(1) Upon receipt of the notification DTID, respond in person within five (5) working days to convert the original source document to a funded DTID.

(2) Share information on any new policies or procedures concerning funding of hazardous material.

(3) Respond to any funding issues or questions asked by the DRMO. Turn-in activity point of contact is _____ or _____.

6. Review, Revision, Modification, or Cancellation:

a. This MOA shall be reviewed annually by each party to evaluate its effectiveness and determine what changes are needed, if any.

b. This agreement is subject to modification or cancellation as manually agreed to in accordance with the following:

(1) Request for modification will be forwarded by one party to the other by written notice at least thirty (30) days prior to the effective date of each modification.

(2) Notification of the intention of either party to cancel the Agreement prior to the period shown in this MOA will be by written notice to the other party at least sixty (60) days in advance of the proposed date of cancellation.

c. This agreement will be reviewed annually sixty (60) days prior to the end of the fiscal year for any changes or modifications.

7. Effective Date and Termination Date: This MOA is effective as of the date of the last signature below and will remain in effect until amended by mutual written agreement or until terminated,

except that the termination date will be no later than three (3) years from the effective date of the agreement.

(DRMO Chief Signature)

Date: _____

(Activity Cmdr/Authorized Representative)

Date: _____